

STATE OF HAWAII
REQUEST FOR EXEMPTION FROM CHAPTER 103F, HRS

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STATE PROCUREMENT OFFICE
STATE OF HAWAII

To: Chief Procurement Officer

From: Department of Health/Adult Mental Health Division/Hawaii State Hospital *ay*
Department/Division/Agency

Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

Title and description of health and human service(s):
Medical Officer of the Day (MOD) services which provide emergent medical and psychiatric services for Hawaii State Hospital (HSH) patients during evenings, nights, weekends, and holidays.

Provider Name: Iqbal Ahmed, M.D.	Total Contract Funds: \$55,000	Term of Contract: From: To: Date of 6/30/05 approval
Provider Address: 2861 Kalawao Street Honolulu, Hawaii 96822	Contract Funds per Year (as applicable). \$55,000	

Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:

Essential MOD services are provided by psychiatrists who are credentialed (verification of education, training, and experience), have been granted specific hospital privileges, and are members of the HSH medical staff. The process to become a member of the HSH medical staff is a lengthy process which may take anywhere from 90 to 120 days to complete. It is preferred that interim MOD services be provided by psychiatrists who are familiar with the forensic nature of the HSH patient population, hospital policies and procedures, the rules and regulations that are in force, and who have completed all hospital-required mandatory trainings instead of untrained providers.

Up until June 2003, HSH contracted out with the University of Hawaii, School of Medicine for MOD services. After June 2003, HSH staff psychiatrists were to rotate to provide MOD services. However, in FY 2005, HSH has been unable to schedule enough HSH staff psychiatrists to provide MOD services.

It is not practicable to procure this service by competitive means because of the time constraints and the need to prevent a gap in service provision. HSH is currently preparing an RFP for this service and it is estimated to take five months to develop service specifications, issue the RFP, review proposals, negotiate and execute contracts, and credential and train any new providers. It will also not be advantageous to procure this service by competitive means because the rate to be paid has already been determined.

Details of the process or procedure to be followed in selecting the service provider to ensure maximum fair and open competition as practicable:

All psychiatrists who are members of the HSH medical staff were asked if they were interested in providing MOD services on an interim basis and this was the only non-HSH employee willing to provide this service.

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A description of the state agency's internal controls and approval requirements for the exempted procurement:

The surveying of psychiatrists on the HSH medical staff have been reviewed by the HSH Associate Administrator and HSH Business Manager.

A list of state agency personnel, by position title, who will be involved in the approval process and administration of the contract:

Debra Rawlins, HSH Secretary
Tony Fraiola, HSH Accountant III
Elnora Guieb, HSH Business Manager
David Friar, M.D., HSH Chief of Psychiatry
William Elliott, HSH Associate Administrator

Direct questions to (name & position):
David Friar, M.D.

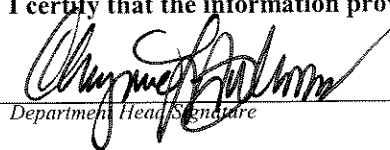
Phone number:
236-8245

e-mail address:
dfriar@hsh.health.state.hi.us

This exemption should be considered for list of exemptions attached to Chapter 3-141, HAR: Yes ☐ No ☐

I certify that the information provided above is to the best of my knowledge, true and correct.

FEB 11 2005


Department Head Signature

Date

Typed Name

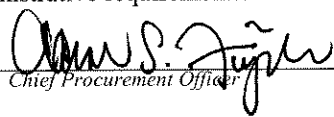
Position Title

Chief Procurement Officer's Comments:

Please ensure adherence to applicable administrative requirements.

☒ Approved

☐ Denied


Chief Procurement Officer

Date

2/22/05

cc: Administrator
State Procurement Office